

Woman-Owned Business of the Year Award Criteria

Any woman who owns and operates or bears principal responsibility for operating a small business may be nominated.

Partners who jointly own and operate a small business may be nominated as a "team", so long as the number of individuals in the team nomination does not exceed four.

Evaluation Criteria:

1. Staying power - a substantiated history as an established business including:
 - Number of years in business (at least 5 years)
 - Received SBA assistance through counseling, training, or loans.
 - Steady growth in net worth as evidenced by total assets less total liabilities on fiscal year end annual balance sheets over three years.
2. Growth in number of employees - a benchmark to judge the impact of the business on the job market.
 - Sustained over a minimum of three years.
 - Increase over the three years must be in excess of growth in Gross National Product.
3. Current and past financial reports - a substantiation of improved financial position of the business.
 - Increase in sales and/or unit volume - an indication of continued growth over the last three years.
 - Profit-and-loss statements for the last three years, reflecting sustained upward growth.
 - Balance sheets for the last three years, showing consistent increase in net worth and/or partner's return.
4. Innovativeness of product or service offered - an illustration of the creativity and imagination of nominee.
 - Specific description of uniqueness of product or service.
 - Explanation of how product or service fits a niche not being adequately addressed by the competition.
5. Response to adversity - examples of problems faced in the nominee's business and the methods used to solve them, including:
 - Specific description of financial, physical, legal or other crisis.
 - Substantiation of the threat to the continuity of the business.
 - Defined actions taken by the nominee to resolve the crisis.
6. Contributions to aid community-oriented projects - evidence of the use of her personal time and resources, including:
 - Specific listing of contributions of money, time, or resources to charitable causes.
 - Membership in councils, boards and clubs providing support and services to the community.

SBA NEW HAMPSHIRE WOMAN-OWNED BUSINESS AWARD

Nominee Information:

Name of Nominee _____

Company Name _____

Address _____

City/Town/Zip _____ **Phone:** _____

FAX: _____ **Email:** _____

Nominator Information:

Nominated By _____

Company Name _____

Address _____

City/Town/Zip _____ **Phone:** _____

FAX: _____ **Email:** _____

Please attach a nomination letter, brief biography, business profile, statement of qualities and performance, news articles and other supporting documentation, as outlined in the guidelines in support of your nominee. Return to the SBA New Hampshire District Office, U.S. Small Business Administration, Attn: Amy Bassett, JC Cleveland Federal Building 55 Pleasant Street, Suite 3101 Concord, New Hampshire 03301 by November 4th, 2005. For more information, please call 603 225-1606. Thanks for your support!